## Agenda <u>Personnel Review Commission</u> <u>Regular Meeting</u>

**MEETING DATE:** 

TUESDAY, AUGUST 13, 2013

TIME:

7:00 p.m.

LOCATION:

Municipal Building - Conference Room 208

- 1. Chairman opens meeting.
- 2. Review minutes of July 9, 2013 regular meeting.
- 3. Public Hearing
- 4. New Business:
  - A. Vetting of Deputy Assessor candidate
  - B. Vetting of Town & City Clerk candidate
  - C. Merger of the Parks Maintenance division with the Public Works Department review of proposed changes to job descriptions;
  - D. Merger of Recreation and Senior Services Departments into Recreation & Community Services Department review of proposed job descriptions changes.
- 5. Old Business
- 6. Position Vacancy Reports
- 7. Monthly Claims Report
- 8. Other
- 9. Adjournment

TOWN CLERK
MIDDI FINSH CONN

If you require special accommodations for any meeting, please call the ADA Coordinator at (860) 638-4540, (voice) or (860) 638-4812 (TDD/TTY) at least one (1) day prior to the scheduled meeting.